

PHA Plans

Streamlined 5-Year/Annual Version

U.S. Department of Housing and
Urban Development
Office of Public and Indian Housing

OMB No. 2577-0226
(exp 05/31/2006)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief to certain PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

Streamlined 5-Year Plan for Fiscal Years 2005 - 2009

Streamlined Annual Plan for Fiscal Year 2005

GLOVERSVILLE HOUSING AUTHORITY

NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-

4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue. Full reporting for each component listed in the streamlined Annual Plan submitted with the 5-year plan is required.

Streamlined Five-Year PHA Plan Agency Identification

PHA Name: Gloversville Housing Authority PHA Number: NY048

PHA Fiscal Year Beginning: 10/2005

PHA Programs Administered:

Public Housing and Section 8

Number of public housing units: 293
Number of S8 units: 250?

Section 8 Only

Number of S8 units:

Public Housing Only

Number of public housing units:

PHA Consortia: (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:
(select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices

*Daniel R. Towne, Executive Director
Gloversville Housing Authority
DuBois Garden Apartments
181 West Street
Gloversville, NY 12078
518-773-7308*

*Joseph E. Mastrianni, Inc.
City Planning & Development Consultant
242 Union Street
Schenectady, NY 12305
518-372-4739 ext. 26*

Display Locations For PHA Plans and Supporting Documents

The PHA Plans and attachments (if any) are available for public inspection at: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices

- X PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below)

Daniel R. Towne, Executive Director
Gloversville Housing Authority
DuBois Garden Apartments
181 West Street
Gloversville, NY 12078
518-773-7308

Joseph E. Mastrianni, Inc.
City Planning & Development Consultant
242 Union Street
Schenectady, NY 12305
518-372-4739 ext. 26

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- X Main business office of the PHA
- X PHA development management offices
- Other (list below)

Daniel R. Towne, Executive Director
Gloversville Housing Authority
DuBois Garden Apartments
181 West Street
Gloversville, NY 12078
518-773-7308

Joseph E. Mastrianni, Inc.
City Planning & Development Consultant
242 Union Street
Schenectady, NY 12305
518-372-4739 ext. 26

Streamlined Five-Year PHA Plan

PHA FISCAL YEARS 2005 - 2009

[24 CFR Part 903.12]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- X The PHA's mission is: (state mission here)
The Housing Authority shall at all times develop and operate each project solely for the purpose of providing decent, safe and sanitary housing for eligible families in a manner that promotes serviceability, economy, efficiency, and stability for the projects, and the economic and social well-being of the tenants.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAs ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- X PHA Goal: Expand the supply of assisted housing
Objectives:
- X Apply for additional rental vouchers: *Combined Public Housing and Section 8 waiting lists currently contain 210 families, including 109 elderly or disabled families.*
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- X PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - X Increase customer satisfaction:
 - X Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - X Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)
- X PHA Goal: Increase assisted housing choices
Objectives:
- X Provide voucher mobility counseling:
 - Conduct outreach efforts to potential voucher landlords
 - Increase voucher payment standards
 - X Implement voucher homeownership program:
 - Implement public housing or other homeownership programs:
 - Implement public housing site-based waiting lists:
 - Convert public housing to vouchers:
 - Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

- X PHA Goal: Provide an improved living environment
Objectives:
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - Implement public housing security improvements:
 - X Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- X PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - X Increase the number and percentage of employed persons in assisted families:
 - X Provide or attract supportive services to improve assistance recipients' employability:
 - X Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- X PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - X Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - X Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - X Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - Other: (list below)

Other PHA Goals and Objectives: (list below)

Streamlined Annual PHA Plan

PHA Fiscal Year 2005

[24 CFR Part 903.12(b)]

Table of Contents

Provide the following table of contents for the streamlined Annual Plan submitted with the Five-Year Plan, including all streamlined plan components, and additional requirements, together with the list of supporting documents available for public inspection.

A. ANNUAL STREAMLINED PHA PLAN COMPONENTS

- 1. Housing Needs
- 2. Financial Resources
- 3. Policies on Eligibility, Selection and Admissions
- 4. Rent Determination Policies
- 5. Capital Improvements Needs
- 6. Demolition and Disposition
- 7. Homeownership
- 8. Civil Rights Certifications (included with PHA Certifications of Compliance)
- 9. Additional Information
 - a. PHA Progress on Meeting 5-Year Mission and Goals
 - b. Criteria for Substantial Deviations and Significant Amendments
 - c. Other Information Requested by HUD
 - i. Resident Advisory Board Membership and Consultation Process
 - ii. Resident Membership on the PHA Governing Board
 - iii. PHA Statement of Consistency with Consolidated Plan
 - iv. (Reserved)
- 10. Project-Based Voucher Program
- 11. Supporting Documents Available for Review
- 12. FY 2005 Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- 13. Capital Fund Program 5-Year Action Plan
- 14. Other (List below, providing name for each item)

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;

Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.

For PHAs APPLYING FOR CAPITAL FUND PROGRAM (CFP) GRANTS:

Form HUD-50070, Certification for a Drug-Free Workplace;

Form HUD-50071, Certification of Payments to Influence Federal Transactions;

Form SF-LLL & SF-LLLa, Disclosure of Lobbying Activities.

Executive Summary (optional)

[903.7(r)]. If desired, provide a brief overview of the contents of the streamlined 5-Year/Annual Plan.

1. Statement of Housing Needs [24 CFR Part 903.12 (b), 903.7(a)]

A. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the PHA’s Waiting Lists			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
X Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	89		49
Extremely low income <=30% AMI	62	.6966	
Very low income (>30% but <=50% AMI)	22	.2471	
Low income (>50% but <80% AMI)	5	.0561	
Families with children	68	.7640	
Elderly families	11	.1235	
Families with Disabilities	32	.3595	
WHITE	79	.8876	
BLACK	6	.0674	
HISPANIC	3	.0337	
AMERICAN INDIAN	1	.0112	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	2		
2 BR	42		
3 BR	21		
4 BR	4		
5 BR	1		
EFFICIENCY	19		
Is the waiting list closed (select one)? x No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the PHA's Waiting Lists			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	108		45
Extremely low income <=30% AMI	76	.7037	
Very low income (>30% but <=50% AMI)	32	.2962	
Low income (>50% but <80% AMI)	N/A		
Families with children	54	.5000	
Elderly families	1	.0092	
Families with Disabilities	40	.3703	
Race/ethnicity-White	98	.9074	
Race/ethnicity-Black	6	.0555	
Race/ethnicity-Other	4	.0370	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input type="checkbox"/> No <input type="checkbox"/> Yes			

B. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families on the PHA's public housing and Section 8 waiting lists **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- X Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- X Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- X Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- X Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: **Provide preference for elderly families of two or fewer members over singles who are not elderly or disabled.**

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel Section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations

Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- X Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- X Community priorities regarding housing assistance
- X Results of consultation with local or state government
- X Results of consultation with residents and the Resident Advisory Board
- X Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.12 (b), 903.7 (c)]

List on the following table the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses
--

Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2005 grants)		
a) Public Housing Operating Fund	853926	
b) Public Housing Capital Fund	38744	Modernization
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	850243	
f) Resident Opportunity and Self-Sufficiency Grants	46349	
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
NY048-501-04	398902	MODERNIZATION
3. Public Housing Dwelling Rental Income	783370	
Excess utility	2290	
4. Other income (list below)		
Investment	31530	Administration
Other	21920	Administration
4. Non-federal sources (list below)		
Total resources	3027274	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.12 (b), 903.7 (b)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: **One Month**
- Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity

- Rental history
- Housekeeping
- Other (describe)

- c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe) **County wide**

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office
- Other (list below)

c. Site-Based Waiting Lists-Previous Year

- 1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to d.

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

--	--	--	--	--

2. What is the number of site based waiting list developments to which families may apply at one time? ___

3. How many unit offers may an applicant turn down before being removed from the site-based waiting list? ___

4. Yes No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

d. Site-Based Waiting Lists – Coming Year

If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2. Yes No: Are any or all of the PHA’s site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?

3. Yes No: May families be on more than one list simultaneously?
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or More

b. Yes No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies
- Over-housed
- Under-housed
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes

Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- X The PHA-resident lease
- X The PHA’s Admissions and (Continued) Occupancy policy
- X PHA briefing seminars or written materials
- X Other source: **Resident Handbook**

b. How often must residents notify the PHA of changes in family composition? (select all that

apply)

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other (list)

(6) De-concentration and Income Mixing

- a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the de-concentration rule? If no, this section is complete. If yes, continue to the next question.
- b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete. If yes, list these developments on the following table:

De-concentration Policy for Covered Developments			
Development Name	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	De-concentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
 - Criminal or drug-related activity only to the extent required by law or regulation
 - Criminal and drug-related activity, more extensively than required by law or regulation
 - More general screening than criminal and drug-related activity (list factors):
 - Other (list below)

Past experience as a tenant with this agency and any agency registered in Tenant Check
- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

- d. Yes X No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
- Other (describe below)

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- X None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- X PHA main administrative office
- Other (list below)

(3) Search Time

- a. X Yes No: Does the PHA give extensions on standard 60-day period to search for a unit? If yes, state circumstances below:
- Automatically to the disabled, and on an as needed basis for other applicants.**

(4) Admissions Preferences

- a. Income targeting
- Yes X No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?
- b. Preferences
1. X Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- X Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- X Other preference(s) (list below)

Elderly and disabled singles over singles that are not elderly and disabled

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

2 Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- 1 Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- X Other preference(s) (list below)

3 Elderly and disabled singles over singles that are not elderly and disabled

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application
 Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- This preference has previously been reviewed and approved by HUD
 The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- The PHA applies preferences within income tiers
 Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
 Briefing sessions and written materials
 Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- Through published notices
 Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.12(b), 903.7(d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA’s income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one of the following two)

- The PHA will not employ any discretionary rent-setting policies for income-based rent in

- public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))
- The PHA employs discretionary policies for determining income-based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0
 \$1-\$25
 \$26-\$50

2. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% of adjusted income

1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- For the earned income of a previously unemployed household member
 For increases in earned income
 Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

- For household heads
 For other family members
 For transportation expenses
 For the non-reimbursed medical expenses of non-disabled or non-elderly families
 Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- Yes for all developments
- Yes but only for some developments
- No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)

X Other: **Whenever source of income /family composition changes**

g. Yes X No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

a. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

Payment standard is lower than FMR to stay within annual funding provided by HUD.

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
 - Other (list below)
- As needed based on lease-up**

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard?
(select all that apply)

- Success rates of assisted families
 Rent burdens of assisted families
 Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- \$0
 \$1-\$25
 \$26-\$50

b. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

- Family lost eligibility for or is awaiting and eligibility determination for a Federal, State, or local assistance program
- Family would be evicted as a result of the imposition of the minimum TTP requirements
- Income of the family has decreased because of changed circumstances, including loss of employment
- A death in the family has occurred
- Other acceptable circumstances stated by the family

5. Capital Improvement Needs

[24 CFR Part 903.12(b), 903.7 (g)]

Exemptions from Component 5: Section 8 only PHAs are not required to complete this component and may skip to Component 6.

A. Capital Fund Activities

Exemptions from sub-component 5A: PHAs that will not participate in the Capital Fund Program may skip to component 5B. All other PHAs must complete 5A as instructed.

(1) Capital Fund Program

- a. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 12 and 13 of this template (Capital Fund Program tables). If no, skip to B.
- b. Yes No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 5B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

(1) Hope VI Revitalization

- a. Yes No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to next component; if yes, provide responses to questions on chart below for each grant, copying and completing as many times as necessary)
- b. Status of HOPE VI revitalization grant (complete one set of questions for each grant)
 Development name:
 Development (project) number:
 Status of grant: (select the statement that best describes the current status)
 Revitalization Plan under development
 Revitalization Plan submitted, pending approval
 Revitalization Plan approved
 Activities pursuant to an approved Revitalization Plan underway
- c. Yes No: Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? If yes, list development name/s below:
- d. Yes No: Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:
- e. Yes No: Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:

6. Demolition and Disposition

[24 CFR Part 903.12(b), 903.7 (h)]

Applicability of component 6: Section 8 only PHAs are not required to complete this section.

- a. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 or 24 (Hope VI) of the U.S. Housing Act of 1937 (42 U.S.C. 1437p) or Section 202/Section 33 (Mandatory Conversion) in the plan Fiscal Year? (If “No”, skip to component 7; if “yes”, complete one activity description for each development on the following chart.)

Demolition/Disposition Activity Description
1a. Development name:
1b. Development (project) number:

2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

7. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program

[24 CFR Part 903.12(b), 903.7(k)(1)(i)]

(1) X Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to the next component; if “yes”, complete each program description below (copy and complete questions for each program identified.)

(2) Program Description

a. Size of Program

X Yes No: Will the PHA limit the number of families participating in the Section 8 homeownership option?
A total of twenty-five participants for all Housing Choice Voucher Programs administered by Joseph E. Mastrianni, Inc.

If the answer to the question above was yes, what is the maximum number of participants this fiscal year? **Twenty-five**

b. PHA established eligibility criteria

X Yes No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?
If yes, list criteria below:

- **Completed initial lease term under Housing Choice Voucher Program**
- **Family Self-Sufficiency Participant**
- **Credit Report score of 600 or better**

c. What actions will the PHA undertake to implement the program this year (list)?

Program already implemented

(3) Capacity of the PHA to Administer a Section 8 Homeownership Program

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- a. Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- b. Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- c. Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below).
- d. Demonstrating that it has other relevant experience (list experience below).
Joseph E. Mastrianni, Inc. has administered assisted housing programs since 1976 and Family Self-Sufficiency programs since 1999, and has sufficient relevant experience to administer the homeownership program.

8. Civil Rights Certifications

[24 CFR Part 903.12 (b), 903.7 (o)]

Civil rights certifications are included in the *PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans*, which is submitted to the Field Office in hard copy—see Table of Contents.

9. Additional Information

[24 CFR Part 903.12 (b), 903.7 (r)]

A. PHA Progress in Meeting the Mission and Goals Described in the 5-Year Plan

(Provide a statement of the PHA's progress against the goals and objectives established in the previous 5-Year Plan for the period FY 2000 - 2004. The mission and goals described in the previous 5-Year Plan for the period FY 2000-2004 have been met prior to the submission of this plan.

B. Criteria for Substantial Deviations and Significant Amendments

(1) Amendment and Deviation Definition's

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

a. Substantial Deviation from the 5-Year Plan

A change in the PHA mission or a strategic goal will be considered a substantial deviation from the 5-year plan.

b. Significant Amendment or Modification to the Annual Plan
Changes in or additions to the PHA mission: strategic goals; strategy for addressing needs; or policies governing eligibility, selection, and admission will be considered a significant amendment or modification to the PHA's 5-year and annual plan.

C. Other Information

[24 CFR Part 903.13, 903.15]

(1) Resident Advisory Board Recommendations

a. X Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Boards?

If yes, provide the comments below:

Members of the Section 8 Housing Choice Voucher Program Resident Advisory Board supported the program's mission of providing affordable, decent, safe, and sanitary housing to elderly and disabled low-income families, as well as to other low-income families, dictated by local needs. There was also support for the quality of service offered by the program, the concept of self-sufficiency, fair housing, preferences for the elderly and disabled, and homeownership. Opinions concerning program size were mixed, and did not indicate a clear direction.

GLOVERSVILLE HOUSING AUTHORITY

Resident Advisory Board Meeting

The members of the Gloversville Housing Authority's Resident Advisory Board met in a regular session at **Kingsboro Towers on Friday, February 4, 2005 at 10:00 AM.**

Present: Daniel R. Towne, Executive Director

Patricia Wetmore, Tenant Relations Assistant

Danny Conyne, Modernization Coordinator

Mary Agosta, Resident Commissioner

Michael Snyder, Resident Commissioner

Calvin Boyd, Forest Hill Towers Representative

John Eggleston, DuBois Garden Apartments Representative

Jean Taylor, Kingsboro Towers Representative

Mr. Towne began by thanking all members for attending. He wanted to particularly thank Mrs. Taylor, Mr. Boyd, and Mr. Eggleston for their participation in the Resident Advisory Board. Mrs. Wetmore had previously introduced all members. He then explained what the Resident Advisory Board and its purpose. HUD passed a rule that Housing Authority's needed to form a Resident Advisory Board to help with suggestions for their Annual Plans. Gloversville Housing Authority's Annual Plan consists of seventeen (17) elements, some of which include; certifications, audits, and budgets. Some areas of consideration for the RAB are security, pet policy, grievance policy and capital improvements, suggestions and requests for improvements at all three (3) developments would be considered in developing the annual plan. The Executive Director also advised that in the past few years some of the capital improvements consisted of new vinyl siding at DuBois Garden Apartments, balcony railing work at Kingsboro Towers, and apartment renovations at Forest Hill Towers.

There are two (2) very important issues for the Housing Authority for next year. Currently the senior developments are designated elderly housing. This designation, by HUD, will expire in spring 2006. If these developments are to

remain elderly only, Gloversville Housing Authority will once again have to apply for this designation. This application would need to be included in the Annual Plan for this year.

Another issue is the Community Service Program and the lack of compliance from the residents at DuBois Garden Apartments. All residents of Public Housing are required to perform eight (8) hours of community service a month, unless you are exempt. If this community service is not performed by residents who are not exempt, they could face eviction. Approximately 50% of the DuBois Garden Apartments residents who are not exempt are not complying with this HUD rule and face eviction in 2006. This could mean a severe cut in rents received by the Housing Authority.

It was also explained to the RAB that the Capital Fund Program, CFP, managed by Danny Conyne has had a decrease in funds over the years. Though GHA continues to be

Resident Advisory Board Meeting

February 4, 2005

Page 2

designated as a High Performer, HUD has cut back funding for all Authority's. To continue to receive the High Performer designation, it is very important for the residents to fill out and return the Resident Assessment System Surveys every year. These surveys affect GHA's scoring, their designation and their HUD funding, they are an element of the report card HUD uses for funding Housing Authority's.

The Executive Director advised the RAB that the next meeting will be chaired by Mrs. Wetmore and the third meeting will be chaired by Mr. Conyne. Mr. Conyne will take suggestions and comments, from the residents, to be incorporated into the Annual Plan. This does not include work order issues.

Mrs. Wetmore stated some of the issues she is planning on addressing at the next Resident Advisory Board meeting which will be held on **Friday, March 4, 2005 at 10:00 AM** in the community room at **Kingsboro Towers** are: Community Service, Pet Policy, Lease, Security, etc. Mrs. Wetmore advised the members she would be sending them information to them prior to the meeting.

At the third meeting, which Mr. Conyne will chair, the Board members were asked to get ideas/requests from their neighbors for improvements/changes and bring these ideas to the meeting. Mr. Conyne handed the new Residents Advisory Board members a list of eligible and ineligible provisions that he had prepared in 2004. He explained that this would help them when asking their neighbors what improvements they would like to see at their developments. He also explained to the members that the Housing Authority's current five (5) year plans has approximately \$2 million dollars in improvements and that last year the Housing Authority received a little over \$4000,000.00 for the Capital Fund Program. This figure seems to be going down every year.

Mrs. Taylor stated now she could understand why the RASS was so important and would encourage her neighbors to fill out the surveys and return them. Mrs. Taylor also stated how happy she was with her apartment and she feels very lucky to be living at Kingsboro Towers. Mrs. Agosta added that she also very happy with her apartment at DuBois.

Mr. Snyder advised the new members to not make promises to the residents. Mr. Towne added this is an Advisory Board.

Mrs. Taylor asked if the Resident Advisory Board members would receive a copy of the Annual Plan. Mr. Towne stated they would. He explained that the Housing Authority will hold a public hearing, the Annual Plan will be approved by the Housing Authority's Board of Commissioners and then the plan will be submitted to HUD for approval.

With no further questions or comments the meeting was adjourned at **10:40 AM**

GLOVERSVILLE HOUSING AUTHORITY

Resident Advisory Board Meeting

The members of the Groversville Housing Authority's Resident Advisory Board met in a regular session at **Kingsboro Towers on Friday, March 4, 2005 at 10:00 AM.**

Present: **Patricia Wetmore, Tenant Relations Assistant**
Mary Agosta, Resident Commissioner
Michael Snyder, Resident Commissioner
Jean Taylor, Kingsboro Towers Representative

Absent: **Calvin Boyd, Forest Hill Towers Representative**
John Eggleston, DuBois Garden Apartments Representative

Mrs. Wetmore began by thanking all in attendance for coming to the meeting. She advised she would like to go over some of the Housing Authority's current policies and asked if anyone had any questions regarding the Dwelling Lease, grievance procedure, etc. She further explained that most evictions are due to non-payment or multiple lease violations and that Mr. Towne can override her decision on evictions. Every resident who receives an eviction notice does have the opportunity to request an Informal Hearing, this request can be either oral or in writing and must be within 10 business days of the Housing Authority's notice to the resident.

Mr. Snyder questioned the schedules of the security guards and their duties. He does not feel that the guards actually patrol the entire building at Forest Hill Towers. They do not patrol the individual floors. Mrs. Taylor added that the guards are only at the high rises once per shift on the weekends and many of the residents think they are at the high rises for a longer period of time. Mrs. Wetmore advised that the Housing Authority has changed the guard's schedules so the guards are at the high rises earlier in their shifts and later at the family development. It was mentioned that the residents themselves need to stop letting people into the buildings. Residents need to let in only their visitors.

Mrs. Wetmore explained that the Housing Authority has two separate pet policies, one for the senior high rises and one for the family development. The pet security at the family development is more than at the senior high rises. Mr. Snyder asked why the amounts were different. Mrs. Wetmore explained that some residents at the family development do not always take care of their pets, e.g. proper disposal of pet waste. Mrs. Agosta added that some residents at the family development think maintenance is responsible for everything. Though a resident can be charged if maintenance cleans up pet waste, it is hard to determine the source of the waste. Mr. Snyder asked if it was a HUD rule that the Housing Authority had to allow pets at the family development. Mrs. Wetmore stated yes and that is why the Authority has put a limit on the size of the cat or dog and the type of pet a resident is allowed to have. This eliminates a resident from having larger dogs or cats and exotic pets, common household pets only are allowed.

Resident Advisory Board Meeting
March 4, 2005
Page 2

Mrs. Wetmore explained to the Board the Community Service requirement that is currently in effect. If a person is 62 years of age or older they do not need to perform the community service. She further explained that there are several residents at the family development who need to, but are not, doing eight (8) hours of community service per month. This could result in several families being evicted if they do not comply with this requirement. Mrs. Wetmore asked the Board if they had any ideas or suggestions as to how these residents could meet the requirements. Groversville Housing Authority has already provided lists of organizations for residents to do community service but more ideas or suggestions are needed. Mrs. Taylor asked what prompted HUD to enforce this requirement. Mrs. Wetmore replied it helps them towards self sufficiency and also makes them aware of services in the community. Some residents who need to perform community service are reluctant because they do not have child care, transportation and what they feel is proper clothing. Mrs. Taylor advised that the YWCA has a clothing closet for

working mothers. Mrs. Agosta inquired if a resident watches another resident's child(ren) so that resident can perform their community service do both residents receive credit. Mrs. Wetmore stated yes they would. Mrs. Wetmore stated that the Housing Authority may fund some programs for the residents to attend for credits towards their community service requirement. Mr. Snyder volunteered to supervise residents if they would perform community service at the Housing Authority's developments. Mrs. Wetmore also explained that if a resident leaves public housing owing community service hours, they can not move back into public housing until they have met the hours owed.

Mrs. Wetmore advised that Mr. Conyne will be chairing the next Resident Advisory Board Meeting. At that time the Board members are asked to present any ideas/suggestions from the residents at their developments. The meeting adjourned at **10:50 AM**.

Resident Advisory Board Meeting

The members of the Gloversville Housing Authority's Advisory Board met in a regular session at **Kingsboro Towers on Tuesday, March 29, 2005, at 10:00 A.M.**

Present: **Danny Conyne, Modernization Coordinator**
 Mary Agosta, Resident Commissioner
 Michael Snyder, Resident Commissioner
 Calvin Boyd, Forest Hill Towers Representative
 Jean Taylor, Kingsboro Towers Representative

Absent: **John Eggleston, DuBois Garden Apartment Representative**

Mr. Conyne started the meeting by thanking all in attendance for coming to the meeting. He stated that this will be the last Resident Advisory Board meeting of the year and explained the purpose of this meeting was to get the input and requests of the residents at each development. He also expressed great appreciation for everyone's participation.

Mrs. Taylor began by presenting the input and requests received from residents at Kingsboro Towers. The first request was to have the closet doors in the community room fixed. She stated that they are off track. Mr. Conyne explained to her that this is a maintenance issue and a work order should be put in to have them fixed. She then asked if it would be possible to replace the tables and chairs in the community room. She noted that some tables were damaged and that they also are short on chairs. Mr. Conyne said that this is possibly a Modernization item and that it would be taken into consideration. Mrs. Taylor also brought up the issue of the couch in the lobby stating that the springs in it are broken. Mr. Conyne explained that this also is a maintenance issue and a work order should be written up. Mrs. Taylor stated that she has put in work orders for this and it hasn't gotten fixed. Mr. Conyne said that he would look into why it hasn't. Mrs. Taylor then stated that many residents are inquiring about possibly making the community room kitchen bigger. She asked if there was anyway possible to move the refrigerator next to the freezer because there is limited space when trying to open the kitchen door and the refrigerator door. A discussion ensued and Mr. Conyne suggested switching the refrigerator door around to have it open from the opposite side and that the request to make the kitchen larger would be taken into advisement. Mrs. Taylor's next item was the issue of possibly having the patio area fenced in. She stated that some residents have voiced concerns that people off the street, including young kids, are walking through the area and some residents do not feel comfortable sitting out there because of this. She also stated that during the summer months they aren't able to leave items out there because they fear their things will be stolen. Mr. Conyne stated that there are bushes along the sides of the building to give the residents privacy. He then explained that a fence would not be a good idea because of the emergency and safety issues with the local fire department not having direct access to the building in case of an emergency, such as a fire. That discussion then lead into the issue of bad lighting in the parking lot and the bushes. Mrs. Taylor stated that the lighting doesn't seem to be efficient and is not very safe for the residents. Mr. Conyne told her that this issue will be looked into. Mrs. Taylor then asked about getting a better ventilation system in the bathrooms. She stated that the steam from the showers set off the fire alarms. Mr. Conyne explained that the vents should be cleaned annually and that this could be the reason for this occurring. He wasn't sure if the vents had been cleaned yet this year and said he would look into it. This topic led into the issue of residents complaining about smells of other apartments, such as

cooking smells and cigarette smoke, carrying throughout the building. Mr. Conyne explained the Towers structure and why the smells carry. He again stated that this also could be due to the ventilation system not working properly and said that he will address this issue with maintenance.

Mary Agosta then spoke on issues regarding DuBois Garden Apartments. She started out by stating that even though there is a security guard on duty on the weekends that she doesn't feel this is sufficient. She asked about installing security cameras or a security system that would allow the security guard to see, as well as hear everything that goes on around the grounds. She feels that this will also help with the vandalism that goes on at DuBois. Mr. Conyne said that this will be considered in the long range plan. Ms. Agosta then inquired about soundproofing in the apartments and in the hallways. She stated that there is a great noise problem and that the noise echoes and carries through out the apartments. She also asked about the stoppers on the front hallway doors being fixed because they slam shut. Mr. Conyne stated that the soundproofing is being considered in the five year plan and that the door stoppers are a maintenance issue and will put in a work order to have them looked at. Ms. Agosta then stated that there is a problem with children bouncing balls off the ends of the building. She asked if some kind of ball wall could be built for the children at DuBois. Mr. Conyne thought this was a good idea and it will be considered. Ms. Agosta expressed concern about dog feces on the lawns at DuBois and asked about fencing in an area for the dog owners at DuBois so that they have a place for there dog's to do their business. Mr. Conyne explained that would be very unsanitary and would be a health concern. He also stated that when an area like that is fenced in that it is considered a kennel and not legal to have. Mr. Conyne explained that Pat Wetmore is meeting with the resident's that are dog owners, on Thursday, March 30, 2005, to go over the pet policy and explain to them the importance of cleaning up after their pet. Ms. Agosta inquired about leakage in between the windows of the apartments. Mr. Conyne told her that this a maintenance issue. He explained that there are rollers on the windows that, if not changed periodically, could be causing this. He told Ms. Agosta he would check into it. Ms. Agosta then brought up the problem in her apartment of a big gap between her ceiling and wall near the front door area. Mr. Conyne told her that he would come over to look at this. Lastly, Ms. Agosta expressed concern about having better screening of the residents before they are placed in housing. Mr. Conyne explained that this is a tenant relations issue and should be discussed with Pat Wetmore. All in attendance agreed that at the last meeting, which was held by Ms. Wetmore, they were told any requests or concerns were to be discussed at this meeting. Mr. Conyne again stated that any tenant relations issue needs to be brought to Ms. Wetmore's attention and discussed with her. Ms. Agosta stated that she had to leave and left the meeting at 11:15 A.M.

b. In what manner did the PHA address those comments? (select all that apply)

Considered comments, but determined that no changes to the PHA Plan were necessary.

The PHA changed portions of the PHA Plan in response to comments
List changes below:

Other: (list below)

(2) Resident Membership on PHA Governing Board

The governing board of each PHA is required to have at least one member who is directly assisted by the PHA, unless the PHA meets certain exemption criteria. Regulations governing the resident board member are found at 24 CFR Part 964, Subpart E.

a. Does the PHA governing board include at least one member who is directly assisted by the PHA this year?

X Yes No:

If yes, complete the following:

Name of Resident Member of the PHA Governing Board:

Michael Snyder
Forest Hill Towers, Apt. 805
31 Forest Street
Gloversville, NY 12078

Mary Agosta
48 Homestead Drive
Gloversville, NY 12078

Method of Selection:

Appointment

The term of appointment is (include the date term expires):

X Election by Residents (if checked, complete next section--Description of Resident Election Process)

Description of Resident Election Process

Nomination of candidates for place on the ballot: (select all that apply)

X Candidates were nominated by resident and assisted family organizations

X Candidates could be nominated by any adult recipient of PHA assistance

Self-nomination: Candidates registered with the PHA and requested a place on ballot

Other: (describe)

Eligible candidates: (select one)

Any recipient of PHA assistance

Any head of household receiving PHA assistance

X Any adult recipient of PHA assistance

Any adult member of a resident or assisted family organization

Other (list)

Eligible voters: (select all that apply)

All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)

Representatives of all PHA resident and assisted family organizations

X Other: **Any adult household members who have been residents for at least 90 days.**

b. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

The PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis

The PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the

- Board.
 Other (explain):

Date of next term expiration of a governing board member: **June 2006**

Name and title of appointing official(s) for governing board (indicate appointing official for the next available position): **Mayor Frank LaPorta**

(3) PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

Consolidated Plan jurisdiction: New York State

a. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply):

- The PHA has based its statement of needs of families on its waiting list on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- X The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- X Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- Other: (list below)

b. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

This plan for the Gloversville Housing Authority Agency is consistent with and supports the new York State Consolidated plan with the following objectives:

- 1. Preserve and increase the supply of decent, safe and affordable housing available to all low-and moderate-income households, and help identify and develop available resources to assist in the development of housing.**
- 2. Improve the ability of low and moderate income New Yorkers to access rental housing and homeownership opportunities.**
- 3. Address the shelter, housing, and service needs of the homeless poor and others with special needs.**

(4) (Reserved)

Use this section to provide any additional information requested by HUD.

10. Project-Based Voucher Program

- a. Yes X No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If yes, answer the following questions.
- b. Yes No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option?

If yes, check which circumstances apply:

- Low utilization rate for vouchers due to lack of suitable rental units
- Access to neighborhoods outside of high poverty areas
- Other (describe below:)

- c. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

11. List of Supporting Documents Available for Review for Streamlined Five-Year/ Annual PHA Plans

PHAs are to indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans.</i>	Standard 5 Year and Annual Plans; streamlined 5 Year Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. X Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. X Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. X Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/ Management
X	Public housing grievance procedures x Check here if included in the public housing A & O Policy.	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. x Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE	Annual Plan: Capital

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	VI Revitalization Plans, or any other approved proposal for development of public housing.	Needs
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program (Section II of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs X Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). X Check here if included in the public housing A & O Policy.	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Consortium agreement(s), if a consortium administers PHA programs.	Joint PHA Plan for Consortia
	Consortia Joint PHA Plans ONLY: Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection	Joint PHA Plan for Consortia
	Other supporting documents (optional). List individually.	(Specify as needed)

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Gloversville Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P048501-5 Replacement Housing Factor Grant No:			Federal FY of Grant: 501 -05 09/30/2005
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration	44,323	0		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	31,912	0		
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	366,990	0		
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	443,225			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Gloversville Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P048501-5 Replacement Housing Factor Grant No:			Federal FY of Grant: 501 -05 09/30/2005
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Gloversville Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P048501-05 Replacement Housing Factor Grant No:			Federal FY of Grant: 09/30/2005			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Administration	Salary for Mod Coordinator	1410		44,323	0			
Fees & Costs	A&E Fees	1430		31,912	0			
NY48-001 Forest Hill Towers	0	0		0				

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Gloversville Housing Authority			Grant Type and Number Capital Fund Program Grant No: NY06P048501-05 Replacement Housing Factor Grant No:			Federal FY of Grant: 09/30/2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NY48-002 DuBois Garden Apartments	Re-wire, insulate & replace sheetrock	1460	16 Units	96,000				
	New Closet Doors swings & sliders, shelving & rods	1460		72,962				
	Replacement of tubs, tile wall, vanity top and bottom & faucets	1460		0				
NY48-004 Kingsboro Towers	Entryway locks, hardware & closures	1460	All	139,948				
	New Closet Doors	1460	All	58,080				
	Grand Total			443,225	0			

13. Capital Fund Program Five - Year Action Plan

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Gloversville Housing Authority		Grant Type and Number Capital Fund Program No: NY06P048501-5 Replacement Housing Factor No:				Federal FY of Grant: 501-05 09/30/2005	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NY48-001 Forest Hill Towers	09/14/2007			09/14/2009			
NY48-002 DuBois Garden Apartments	09/14/2007			09/14/2009			
NY48-004 Kingsboro Towers	09/14/2007			09/14/2009			

13. Capital Fund Program Five - Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name Gloversville Housing Authority				<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2	Work Statement for Year 3	Work Statement for Year 4	Work Statement for Year 5
NY48-01 Forest Hill Towers		FFY Grant: PHA FY:06	FFY Grant: PHA FY: 07	FFY Grant: PHA FY: 08	FFY Grant: PHA FY: 09
	Annual Statement				
Charcoal filter hoods			46,653		
New doors & locks to apartments		161,858			
As built drawings for record keeping		8,000			
Replace heating units in each apt.					74,519
Replace sidewalk & curbing			74,195		
Replace trees & shrubs			36,540		
Replace refrigerators				41,472	
Replace stoves				49,140	
Wall mounted fixtures, switches & wiring					83,499
Storage shelving in closets		30,579			
Stainless steel splash guards		18,196			
Exhaust systems for 7 apartments				38,185	
Create vestibule w/ 4 power doors					100,000
CFP Funds Listed for 5-year planning		218,633	157,388	128,797	258,018
Replacement Housing Factor Funds					

13. Capital Fund Program Five - Year Action Plan

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1	Activities for Year : <u>06</u> FFY Grant: PHA FY:			Activities for Year: <u>07</u> FFY Grant: PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See						
Annual	Forest Hill Towers NY48-001	New doors & locks to apartments	161,858	Forest Hill Towers NY48-001	Charcoal filter hoods	46,653
Statement		As built drawings for record keeping	8,000		Replace sidewalk & curbing	74,195
		Storage shelving in closets	30,579		Replace trees and shrubs	36,540
		Stainless steel splash guards	18,196			
	Total CFP Estimated Cost		\$218,633			\$157,388

Capital Fund Program Five-Year Action Plan					
Part II: Supporting Pages—Work Activities					
Activities for Year : <u>08</u> FFY Grant: PHA FY:			Activities for Year: <u>09</u> FFY Grant: PHA FY:		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
Forest Hill Towers NY48-001	Replace refrigerators	41,472	Forest Hill Towers NY48-001	Replace heating units in each apartment	74,519

13. Capital Fund Program Five - Year Action Plan

	Replace Stoves	49,140		Wall mounted fixtures, switches & wiring	83,499
	Exhaust systems for 7 apartment	38,185		Create vestibule w/ 4 power doors	100,000
Total CFP Estimated Cost		\$128,797			\$258,018

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name Groversville Housing Authority			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:		
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: PHA FY: 06	Work Statement for Year 3 FFY Grant: PHA FY: 07	Work Statement for Year 4 FFY Grant: PHA FY: 08	Work Statement for Year 5 FFY Grant: PHA FY: 09
DuBois Garden Apartments NY48-2	Annual Statement				
Install French drains			96,000.00		
Remove asbestos floor tiles in apts.		140,253.00			
As-built drawings for record keeping		8,000.00			
Install new flooring in apts.					676,870.00
Landscape improvements			14,806.00		
New kitchen exhaust system				37,785.00	
Replace refrigerators				32,640.00	
Replace stoves				35,700.00	
Storage addition			67,745.00		
Boiler mates		47,045.00			
Walkways & parking lot repairs			75,794.00		
CFP Funds Listed for 5-year planning		195,298.00	254,345.00	106,125.00	676,870.00

13. Capital Fund Program Five - Year Action Plan

Replacement Housing Factor Funds					

13. Capital Fund Program Five - Year Action Plan

Capital Fund Program Five-Year Action Plan Part II: Supporting Pages—Work Activities					
Activities for Year : <u>08</u> FFY Grant: PHA FY:			Activities for Year: <u>09</u> FFY Grant: PHA FY:		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
DuBois Garden Apts. NY48-02	New kitchen exhaust system	37,785.00	DuBois Garden Apts. NY48-02	Install new flooring in apts.	676,870.00
	Replace refrigerators	32,640.00			
	Replace stoves	35,700.00			
Total CFP Estimated Cost		\$106,125.00			\$676,870.00

Capital Fund Program Five-Year Action Plan
Part I: Summary

13. Capital Fund Program Five - Year Action Plan

PHA Name Groversville Housing Authority		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2	Work Statement for Year 3	Work Statement for Year 4	Work Statement for Year 5
Kingsboro Towers NY48-04		FFY Grant: PHA FY: 06	FFY Grant: PHA FY: 07	FFY Grant: PHA FY: 08	FFY Grant: PHA FY: 09
	Annual Statement				
As-built drawings for record keeping			8,000.00		
Replace sidewalk & curbs		53,671.00			
Replace closet rods with organizers					47,045.00
Wall mounted fixtures, switches & wiring				76,056.00	
Replace refrigerators			36,000.00		
Replace stoves		42,000.00			
Replace roof exhaust			22,327.00		
New closet doors & hardware		87,556.00			
CFP Funds Listed for 5-year planning		183,227.00	66,327.00	76,056.00	47,045.00
Replacement Housing Factor Funds					

13. Capital Fund Program Five - Year Action Plan

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1	Activities for Year : <u>06</u> FFY Grant: PHA FY:			Activities for Year: <u>07</u> FFY Grant: PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See						
Annual	Kingsboro Towers NY48-04	Replace sidewalk & curb	53,671.00	Kingsboro Towers NY48-04	As-built drawings for record keeping	8,000.00
Statement		Replace stoves	42,000.00		Replace refrigerators	36,000.00
		New closet doors & hardware	87,556.00		Replace roof exhaust	22,327.00
Total CFP Estimated Cost			\$ 183,227.00			\$ 66,327.00

13. Capital Fund Program Five - Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part II: Supporting Pages—Work Activities					
Activities for Year : <u>08</u> FFY Grant: PHA FY:			Activities for Year: <u>09</u> FFY Grant: PHA FY:		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
Kingsboro Towers NY48-04	Wall mounted fixtures, switches & wiring	76,056.00	Kingsboro Towers NY48-04	Replace closet rods with organizers	47,045.00
Total CFP Estimated Cost		\$ 76,056.00			\$ 47,045.00

13. Capital Fund Program Five - Year Action Plan

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Gloversville Housing Authority April 29, 2004		Grant Type and Number Capital Fund Program Grant No: NY06P048501-4 Replacement Housing Factor Grant No:			Federal FY of Grant: 501 -04 2004
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) 06/30/2005 <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration	44,323	44,323	44,323	42,727.76
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	31,912	31,912	17,400	3,908.09
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	366,990	366,990	0	0
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	443,225	443,225	61,723	46,635.85
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				

13. Capital Fund Program Five - Year Action Plan

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Gloversville Housing Authority April 29, 2004		Grant Type and Number Capital Fund Program Grant No: NY06P048501-4 Replacement Housing Factor Grant No:			Federal FY of Grant: 501 -04 2004
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) 06/30/2005 <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Gloversville Housing Authority			Grant Type and Number Capital Fund Program Grant No: NY06P048501-04 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004 501-04 06/30/2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Administration	Salary for Mod Coordinator	1410		44,323	0	44323	42,727.76	Obligated for operations
Fees & Costs	A&E Fees	1430		31,912	0	17400	3,908.09	contracted

13. Capital Fund Program Five - Year Action Plan

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Gloversville Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P048501-04 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004 501-04 06/30/2005			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NY48-001 Forest Hill Towers	0	0		0				
NY48-002 DuBois Garden Apartments	Replacement of tubs, tile wall, vanity top and bottom & faucets	1460	60 Apts.	270,075	0	0	0	Not contracted
	New Closet Doors swings & sliders, shelving & rods	1460	85 Apts.	96,915	0	0	0	Not contracted
NY48-004 Kingsboro Towers				0	0			